

**CITY OF MONROE
CIVIL SERVICE COMMISSION
MINUTES OF WEDNESDAY, March 14, 2012**



Minutes of the Civil Service Commission Meeting held on Wednesday, March 14, 2012 at 8:30 a.m. in the First Floor Conference Room at Monroe City Hall.

PRESENT: Commissioner Vittoe Commissioner Thompson and Acting President Turner.

The meeting was called to order at 8:30 a.m.

Election of Civil Service President.

It was moved by Commissioner Thompson and supported by Commissioner Vittoe to name Commissioner Richard Turner as Acting President of the Civil Service for this meeting only. A permanent President will be elected at the next Civil Service meeting.

Ayes: 3 Nays: 0

Motion carried.

The Commissioners welcomed Matt Vivitoe to the Civil Service Commission.

(Left over items from the February 8, 2012 Civil Service Meeting. No business was conducted at that meeting).

Retesting of the Fire Mechanic position.

It was moved by Commissioner Thompson and supported by Acting President Turner to accept and place on file the written legal opinion from Tom Ready, City Attorney, dated January 19, 2012, regarding retesting of the Fire Mechanic position.

Ayes: 3 Nays: 0

Motion carried.

Grievance No. 11-11 and Grievance No. 12-1.

It was moved by Commissioner Thompson and supported by Commissioner Vittoe to accept and place on file the memorandum from Peggy Howard, H.R., dated February 3, 2012 regarding Grievance No. 11-11 (Smiley) and Grievance No. 12-1 (Davis).

Ayes: 3 Nays: 0

Motion carried.

Scott Neinas Withdrawal Letter.

It was moved by Commissioner Thompson and supported by Commissioner Vittoe to accept and place on file the communication from Scott Neinas, Attorney, dated February 7, 2012.

Ayes: 3 Nays: 0

Motion carried.

(That takes care of all of the business from the Wed. February 8, 2012 Civil Service Meeting).

Approval of Civil Service Meeting minutes.

It was moved by Commissioner Vittoe and supported by Commissioner Thompson to accept the minutes of the Civil Service Meetings that was held on Wednesday, January 11, 2012 and the Civil Service Meeting that was held on Wednesday, February 8, 2012.

Ayes: 3 Nays: 0

Motion carried.

Public Notice for Examination Notices.

It was moved by Commissioner Thompson and supported by Commissioner Vittoe to accept and place on file the Public Notice for Examination to establish eligibility list for promotion to **FIRE SERGEANT/INSPECTOR** dated February 9, 2012 and the Public Notice for Examination to establish eligibility list for promotion to **FIRE LIEUTENANT** dated February 6, 2012, and acknowledge there will be an examination for these two positions.

Ayes: 3 Nays: 0

Motion carried.

Grievance #11-10.

Following discussion on this item, it was moved by Commissioner Vittoe and supported by Commissioner Thompson to refer the correspondence submitted by Derek Whittaker, Pres. IAFF Local 326, dated February 22, 2012 regarding Grievance #11-10 to legal counsel for written legal opinion.

Ayes: 3 Nays: 0

Motion carried.

Certification of the Fire Mechanic Eligibility List.

It was moved by Commissioner Thompson and supported by Commissioner Vittoe to accept and place on file the memorandum from George Brown, City Manager, dated February 28, 2012, regarding certification of the Fire Mechanic Eligibility List.

Ayes: 3 Nays: 0

Motion carried.

Certification of the Fire Mechanic Eligibility List.

It was moved by Commissioner Thompson and supported by Acting President Turner to certify the Fire Mechanic Eligibility List as presented to the Civil Service Commission.

Ayes: 3 Nays: 0

Motion carried.

Certification of the Police Officers Eligibility List.

It was moved by Commissioner Thompson and supported by Commissioner Vittoe to certify the Police Officers Eligibility List as presented to the Civil Service Commissioner.

Ayes: 3 Nays: 0

Motion carried.

With no other business before the Commission, the meeting was adjourned at 9:10 a.m.

Rosalind Boswell
Civil Service Secretary
March 15, 2012